

News Letter

AMERICAN MANAGEMENT ASSOCIATION

20 Vesey Street

New York, N. Y.

No. 5

September 24, 1923

General Convention Committee

Owen D. Young, Chairman of the Board of the General Electric Company, has formed the Association's General Convention Committee, on which the following have accepted membership:

Chairman—Owen D. Young, Chairman of the Board,
General Electric Company
Leonard Demuth, President,
Wm. Demuth & Company
Fletcher H. Montgomery, President,
Knox Hat Company
R. B. Wolf,
R. B. Wolf & Company
George A. O'Reilly, Vice-President,
Irving Bank-Columbia Trust Company
John W. Lieb, Vice-President,
New York Edison Company.
Prof. Samuel McClune Lindsey,
Columbia University
Henry Bruere, Vice-President,
Metropolitan Life Insurance Company
Harold A. Hatch, Treasurer,
Deering Milliken & Company
Raymond B. Fosdick,
Curtis, Fosdick & Belknap
C. B. Seger, President,
United States Rubber Company
Martin Dodge, Secretary,
Manager, Industrial Bureau, Merchants'
Association of New York

OFFICIAL NOTICE OF ANNUAL BUSINESS MEETING

To the Members—

AMERICAN MANAGEMENT ASSOCIATION

The annual business meeting of the American Management Association will be held at 5:00 P.M. Tuesday, October 30, 1923, at the Hotel Astor, New York, for the election of nominating committees, election of directors, and other business.

By Order of the Board of Directors,
W. J. DONALD,
Secretary.

New Members

The following companies have become company members of the Association since the first of June:

Purina Mills, St. Louis, Mo.
Dutchess Manufacturing Company, Poughkeepsie, N. Y.
The New York *Times*, Times Square, New York.
Dawson Fuel Sales Company, Dawson, New Mexico.
New York Life Insurance Company, New York.
Wm. Filene's Sons Company, Boston, Mass.
Bird & Son, Inc., East Walpole, Mass.
Walworth Manufacturing Company, Boston, Mass.
Fuller Brush Company, Hartford, Conn.
Jordan Marsh Company, Boston, Mass.
Safe Cabinet Company, Marietta, Ohio.
Proctor & Gamble Distributing Co., Cincinnati, Ohio.
Irving Bank-Columbia Trust Company, New York.

In addition, we have received forty individual members, and the Brooklyn Management Club has affiliated with the Association. It is connected with the Brooklyn Chamber of Commerce.

Committee on Benefit Systems

Harold A. Ley, President of the Life Extension Institute, and a partner in Fred T. Ley Company, has accepted the chairmanship of the Benefit Systems and has appointed the following persons as members of the committee:

H. J. Brandt, American Telephone & Telegraph Company.
J. Parke Channing, Miami Copper Company.
John H. Goss, Scovill Manufacturing Company.
N. Holbrook, Irving Bank-Columbia Trust Company.
Dr. R. S. Quinby, Hood Rubber Company.
R. M. Thompson, Footwear Factories, U. S. Rubber Company.
John H. Vertrees, Wm. Filene's Sons.
L. J. Zoeller, Proctor & Gamble Company.

A meeting of the committee was held at the Union League Club, New York, at 5:30, Wednesday, September 5th.

Visualized Training Committee

H. M. Jefferson, of the Federal Reserve Bank of New York, has accepted the chairmanship of the Visualized Training Committee, and Rowland Rogers of the Picture Service Corporation has accepted the vice-chairmanship. The other members of the committee are:

C. W. Barrell, Western Electric Company.
Roy L. Davis, The DeVry Corporation.
Otto Nelson, National Cash Register Company.

The committee is preparing a motion picture on industrial welfare work.

Personnel Publications Committee

The Committee in charge of the program in Personnel Publication Editors session at the annual convention is as follows:—

- D. C. Vandercook, Chairman,
Editor, "Home Study Folks,
International Correspondence Schools,
Scranton, Pa.
- M. L. Pierce, Research and Promotion Manager,
Hoover Suction Sweeper Company,
North Canton, Ohio.
- G. Warren Hirshon, Editor,
"Morse Twist Drill,"
Morse Twist Drill Company,
New Bedford, Mass.
- Miss Margaret T. Stevens, Associate Editor,
"Baltimore & Ohio Magazine,"
Baltimore & Ohio Railroad Company,
Mt. Royal Station, Baltimore, Md.
- Arnold Hofmann, Editor,
"Number Eight,"
National City Bank,
New York, N. Y.

Committee on Training Methods

Henry C. Link, of the United States Rubber Company, has been appointed Chairman of the Committee on Training Methods, taking the place of A. S. Donaldson, who has become the Assistant General Manager of R. H. Macy & Company, Inc.

The other members of the committee are:

- James Alexander, Tennessee Furniture Corporation.
- Dr. Hugo Diemer, La Salle Extension University.
- L. N. Denniston, Travelers Insurance Company.
- Franklin T. Jones, White Motor Company.
- R. N. Keppel, Bayonne Refinery, Standard Oil Company of New Jersey.
- Dr. C. R. Mann, Advisory Board, Operations and Training Division, War Department.
- Claude L. Peake, American Radiator Company.
- F. E. Searle, Ford Schools, Ford Motor Company.
- E. E. Sheldon, R. R. Donnelley & Sons Co.
- Charles R. Sturtevant, American Steel & Wire Company.
- Kendal Weisiger, American Telephone & Telegraph Company.

Information Service

Among the most valuable of the services of the Association to Company members is the information service concerning the experience and practice of other companies. The offices of the Association receive a constant stream of inquiries from a number of companies which are answered as promptly and as fully as possible. Many of these inquiries can be answered immediately because the Association offices have become a storehouse of and a

Information Service (Continued)

natural clearing house for information. Chairmen and members of committees are usually willing to co-operate in providing information that will be helpful. This spirit of co-operation makes available the experience of a great number of practical men.

A variety of subjects on which information is provided has been very great, including such topics as the following:

- Apprentice Systems
- Vocational Guidance
- Employment Systems
- Wage Payment Plans
- Personnel Magazines
- Psychological Tests
- Employee Representation Plans
- Thrift Plans
- Pension Plans
- Stabilizing Production (Reducing seasonal employment)
- Rating Scales
- Vacations
- Co-operative Plans Between Employees and Employers

The service to company members covers information which the Association has on hand or which it can readily secure.

Civil Service Tests

A copy of "Civil Service Tests" has been sent to the members of the Office Executives' Division. The article is of special value for a description of clerical tests and methods of preparing them and judging of their value.

Eye-Sight Conservation

Copies of Bulletin I, "Eye Conservation in Industry," published by the Eye Sight Conservation Council of America, New York City, have been sent to members of the Plant and Office Executives' Divisions.

1923 CONVENTION

OCTOBER 29, 30, 31,

HOTEL ASTOR,

NEW YORK, N. Y.

